

TEACHER OF DRIVER EDUCATION CERTIFICATE OF ELIGIBILITY WITH ADVANCED STANDING (ENDORSEMENT CODE: 1610)

TO AVOID DELAYS: After applying online, please email any transcripts, letters, forms, copies of out-of-state certification or other required documents to certapplication@doe.nj.gov. Electronic transcripts must be sent directly from your university, college, clearinghouse or school. Please include your tracking number in the subject line of all correspondence with our office.

This endorsement entitles the holder to teach Driver Education in all public schools.

In order to be eligible for the Certificate of Eligibility with Advanced Standing (CEAS), you will need to meet the following:

- Hold a New Jersey CEAS in *Health* or *Health and Physical Education*.
- Submit an official college transcript showing successful completion of a course in driver education from a regionally accredited two or four-year college or university.
- Submit a copy of a valid New Jersey or out-of-state driver's license.
- Submit an official driving record/abstract from the state in which you are currently licensed to demonstrate the possession of a valid driver's license.
- Submit a personal notarized statement stating that you have completed "at least three consecutive years of successful automobile driving experience **immediately prior to application**".

Professional Teacher Preparation

- Current regulations for certification require that applicants complete a coherent sequence of study in professional education which may be completed in a provisional teacher program or an approved teacher preparation program. This is to advise that courses presented by the applicant in professional education must be a coherent sequence of courses that culminates in supervised clinical practice.

Teacher Performance Assessment

- Candidates seeking initial certification must pass a Commissioner-approved performance-based assessment of teaching if they graduated on or after September 1, 2017. The *Verification of Program Completion* form needs to be completed in its entirety by your college/university.

Physiology and Hygiene Requirement

- This requirement may be completed by choosing one of the following options:
 - 1.) Present evidence of basic military training
 - 2.) Complete a course such as biology, health or nutrition that appears on a regionally accredited 2 or 4-year college/university transcript
 - 3.) Complete an online test. You must have a tracking number and an application on file to take this test. Once completed, please email us at Licensing.Requests@doe.nj.gov stating that the test has been taken. You will need to include your name and tracking number in the email.

Fee Requirement

- No checks or money orders will be accepted
- Please make the payment online
- Please notify your examiner after payment has been made.
- If your application expires after six months, you will be charged a fee of \$70.
- All fees, including money left on file, are nonrefundable

You cannot complete the entire application process online. After applying online, please email all necessary documentation to certapplication@doe.nj.gov. Electronic transcripts must be sent directly from your university, college, clearinghouse or school. Please include your tracking number in the subject line of all correspondence with our office.

If the above requirements have been met, then you may complete the online application in the Teacher Certification Information System (TCIS).